



INSTITUTE FOR PROFESSIONAL DEVELOPMENT AGENDA

Tuesday, September 2, 2021
1:00PM – 2:00PM

THIS MEETING WILL BE HELD ELECTRONICALLY VIA ZOOM BY GOING TO THIS WEB ADDRESS

<https://cccd-edu.zoom.us/j/98774902889>

Meeting ID: 987 7490 2889 ■ Refer to the last page for further details.

Members: Jennifer Bailly, David Barrett, Dawn Brooks, Avery Caldwell, Keisha Cosand, Katherine Green, Monique Henderson, Jennifer Heumann, Amy Jennings, Alana Krause, MaryLynne LaMantia, Jimmy Nguyen, Eva Potts, Ed Reyna, Alice Rivera, Natalie Stone, Leah Walden-Hurtgen, Rachel Wegter, Veronica Pizano **Recorder:** Patty Fonseca, Administrative Assistant

1. ANNOUNCEMENTS
2. APPROVAL OF THE AGENDA AND MINUTES (e-attachments)
 - A. Agenda – September 2, 2021
 - B. Minutes – May 20, 2021
3. CONTINUING & UNFINISHED BUSINESS
4. NEW BUSINESS
 - A. IPD Chair
 - B. IEPI Funding
 - C. Brown Act
 - D. Conference/Workshops
 1. Virtual Conference Application
 2. Travel – GWC President’s update dated July 12, 2021:

In-Person Conferences

Travel requests are being accepted and considered, particularly for travel later in the year. Below is guidance regarding the approval process and travel guidelines.

Travel Guidelines:

Fully vaccinated travelers are not required to test or quarantine before or after travel. If an employee opts not to get vaccinated, they will need to test and quarantine following travel according to the current CDPH Travel Guidelines.

Approval Process:

The District office requested we resume the use of the carbon copy Conference Authorization Request (CAR) form if attending an in-person conference. Unfortunately, due to the number sequence printed on the forms, we cannot create a generic, electronic form. If you are attending an in-person conference:

1. Pick-up a physical CAR form from the Bursar’s office (*IPD office can provide a scanned copy to the faculty member*)
2. Complete the form—legibly
3. Scan the form and route for electronic signature
 - a. Originator = faculty member
 - b. Direct Supervisor
 - c. Dean
 - d. Funding Source Approver (*IPD committee*)
 - e. Vice President (*IPD office will obtain signature*)
 - f. President (cc [Diana Retes](#)) (*IPD office will obtain signature*)
4. An approval letter will be forwarded to the originator once approved by the District office

E. Salary Advancement Credits- Request (e-attachments)

	DISCIPLINE	FACULTY	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Psychology	Wendy Parslow-Helton	0.33	6	CONF/WKSHP	California Law and Ethics in Clinical Psychology Course	Requesting Extension to October 1, 2021 (Previous completion date: August 1, 2021)
2	Psychology	Wendy Parslow-Helton	0.44	8	CONF/WKSHP	Suicide Assessment, Treatment, and Management in Clinical Psychology Workshop	“ “
3	Psychology	Wendy Parslow-Helton	0.33	6	CONF/WKSHP	Virtual Conference – American Psychological Association Annual Convention. (Attended the live keynote sessions. She is working on completing the additional online sessions)	“ “
4	Business	Bern Baumgartner	1.22	22	CONF/WKSHP	Course: Inventory Management by Center for Supply Chain Education	Requesting Extension to December 31, 2021 (Previous completion date: August 31, 2021)
5	Business	Bern Baumgartner	1.22	22	CONF/WKSHP	Course: Supply Chain Management Principles by Center for Supply Chain Education	“ “

F. Teacher of the Year Awards (e-attachment)

G. IPD Applications – NextGen forms

H. IPD Subcommittees

I. Sabbatical Leave - [Timeline](#)

J. Salary Advancement – [Preapproved List](#)

- Current sources of preapproved courses:
 - [Orange County Public Library](#)
 - [LA Public Library](#)
 - [LA County Library](#)
 - [Ed-2-Go](#) (GWC Community Ed)
 - [@ONE](#)

K. Alternative Methods

- [IPD Salary Advancement Reference Guide](#). (Mirrors Alternative Methods).

L. Academic Rank & Professor Emeritus Status

V. INFORMATION ITEMS

A. Salary Advancement – Preapproved Items

	DISCIPLINE	FACULTY	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Cosmetology	Jon Holland	2.78	50	CONF/WKSHP	Canvas Level 2	Dec 5, 2021

B. Vacancies – Email GWCAcademicSenate@gwc.cccd.edu to express your interest in the following positions:

1. IPD Chair
2. Arts
3. Criminal Justice

C. Subcommittee Assignments for 2021 – 2022 - New and returning members to select two subcommittees

1. Academic Rank /Professor Emeritus – applications due in November
[\[Academic Rank Info\]](#) [\[Prof Emeritus Info\]](#)
 Avery Caldwell, Jennifer Heumann, Alana Krause, Jimmy Nguyen, and Rachel Wegter
2. Alternative Methods - ongoing applications [\[Info\]](#)
 Keisha Cosand, Kate Green, Monique Henderson, Amy Jennings, Eva Potts, Ed Reyna, Natalie Stone, and Rachel Wegter
3. Sabbatical Leave – dates announced in May, Intent to File & Applications due September
 Avery Caldwell, MaryLynne LaMantia, Natalie Stone, Leah Walden-Hurtgen
4. Workshops/Department Discipline Retreats - ongoing applications [\[Info\]](#)
 David Barrett, Jennifer Heumann, Amy Jennings, Alana Krause, MaryLynne LaMantia, Jimmy Nguyen, Eva Potts, Ed Reyna, and Leah Walden-Hurtgen
5. Foundation Faculty Funding Grant
 Keisha Cosand, and Monique Henderson

D. 2021 – 2022 Meeting Schedule

- Fall 2021 - September 2 & 16, October 7 & 21, November 4 & 18, December 2 & 16
- Spring 2022 - February 3 & 17, March 3 & 17, April 7 & 21, May 5 & 19

E. E-links

- IPD Website: <http://www.goldenwestcollege.edu/senate/ipd/>
- GWC Canvas Support Site: csc.onlinegwc.org

ZOOM MEETING - Scheduled and hosted by Amanda Best, IPD Chair

The format of this meeting is due to the State Public Health Emergency Declaration regarding COVID-19

Topic: IPD

Time: September 2, 2021 01:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://cccd-edu.zoom.us/j/98774902889>

Meeting ID: 987 7490 2889

One tap mobile

+16699006833,,98774902889# US (San Jose)

+13462487799,,98774902889# US (Houston)

Dial by your location

- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 312 626 6799 US (Chicago)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 987 7490 2889

Find your local number: <https://cccd-edu.zoom.us/j/98774902889>

Join by Skype for Business

<https://cccd-edu.zoom.us/j/98774902889>